

कुलसचिव कार्यालय सामान्य प्रशासन Office of the Registrar General Administration

Date: 01.06.2020

IMPORTANT/URGENT

NOTIFICATION

This is in continuation to the Office Order no. R/GAD/Misc./45/Covid-19/60569 Dated-18 May, 2020.

Kindly find enclosed herewith the revised guidelines received from Ministry of Home Affairs, Government of India vide ORDER no. 40-3/2020-DM-I(A) dated 30.05.2020 (copy enclosed) on the measures to be taken by Ministries/Departments of Government of India, State/UT Governments and State/UT authorities for containment of COVID-19 in the country upto 30th June, 2020, to be followed by the country men, for its compliance by all concerned in the University. **Accordingly it has been decided that the University shall remain closed till 30th June, 2020.**

- However, the above shall not apply to the Medical and emergency services i.e. SS Hospital, Trauma Centre, Electric & Water Supply, Sanitation, Security, Dairy and those directly engaged in taking measures to control spread of COVID-19.
- All the Officers shall attend the office regularly. The HoD/Controlling Officer of office concerned shall prepare a roster to ensure that 50% of the staff shall attend the office every alternate day. Those staff who are not required to attend office on a particular day, shall work from home and should be available on telephone and electronic means of communications at all times.
- However, all necessary safety measures shall be taken by the staff engaged in these services. They will be engaged in staggered manner and staggered timing as far as possible.
- The employees who are residing in the campus may contact the control room BHU on telephone no. 2369242, 2369134 for urgent or emergent need.

Encls: As above

ASSISTANT REGISTRAR (General Administration)







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